

**DISTRICT CLERK'S BOOK OF RECORDS**  
**LA GRANDE SCHOOL DISTRICT NO. 1, UNION COUNTY, OREGON**  
**October 31, 2012**

**Special Board Meeting:** The board of directors of La Grande School District met in a special board meeting in the Willow Conference Room on October 31, 2012. Chairman Joe Justice called the meeting to order at 6:30 a.m. and the Pledge of Allegiance was recited.

<b>QUORUM ESTABLISHED</b>	<b>ABSENT</b>	<b>OTHERS</b>
Joe Justice Merle Comfort Mike Frasier John Sprenger Greg Blackman	Bud Walker Robin Maille	Larry Glaze, Superintendent Gaye Young, Board Secretary Chris Panike, Business & Operations Steve Donnell - QZAB Committee Member Jim MacKay - QZAB Committee Member

**INTRODUCTIONS, RECOGNITIONS and COMMUNICATION:** None

**REVIEW OF AGENDA:** None

**CONSENT AGENDA:** None

**REPORTS:** None

**PUBLIC FORUM:** None

**DISCUSSION:** Greg Blackman, QZAB Oversight Committee Chairman along with Chris Panike, Steve Donnell and Jim MacKay presented to the Board, an update on the QZAB Oversight Committee; the committee has met several times, toured facilities which included the roofs at Greenwood Elementary and the high school along with the inside of other buildings to look at flooring and windows. The tour was to give the committee members a general background on what the work of the committee would be. Some of the committee members have not been to the buildings or if they had, it had been a while. During discussions after the tours, committee member Steve Donnell suggested that the group might be interested in meeting a roofing contractor that he worked with in the past. This Contractor is Gillespie Roofing. Gillespie Roofing met with the committee, they had a good meeting and received a lot of good information. Gillespie Roofing said they could shave \$200,000. off the cost. After the meeting the consensus of the members was to turn the "Procurement Contract" into a "Request For Proposal (RFP)". Chris advised the committee that if this is the route they wanted to take, that he needed a consultant to help with the RFP.

Under procurement laws in Oregon the only way Gillespie Roofing could do the work is to win a RFP bid as they do not have a procurement contract. Buy offering a RFP, They would have the opportunity to bid on the job and go through the full RFP process. The first step, was to obtain a Roofing Consultant. A RFP was done and bids came in from A-Tech NW, DBA, Forensic, HSA, Schaber and Professional. After reviewing all the documents received, checking references and

using the score sheet, the Committee recommended Don Hutchison from HSA to be the Roofing Consultant.

Chris Panike reviewed with the board members the following; Roofing Projects Process Review, Scope and Cost of Work, Roofing Consultant RFP Score Sheets, Proposed Costs Ranked by Phase 1 Quote and Don Hutchison's resume. **(ATTACHMENT A)**

**ACTION ITEMS:**

**1. Recommendation of Don Hutchison, HSA as Roofing Consultant:**

**Motion:** Director Comfort moved, seconded by Frasier to approve Don Hutchison from HSA as the Roofing Consultant.

**ADJOURN:** Meeting adjourned at 7:40 a.m..

**APPROVE** \_\_\_\_\_ **ATTEST:** \_\_\_\_\_

**DATE:** \_\_\_\_\_